APPLICATION FORM

APPLICATION FOR: _____

MAIL TO:
PLANNING & ZONING COMMISSION   **DATE:**_____
Addison Town Hall   **CASE FILE:**_____
5300 Belt Line Road
Dallas, TX 75254

APPLICATION

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NOTICE TO APPLICANT

A COMPLETE APPLICATION for zoning action with the Town of Addison must consist of:

- The application form, properly filled out and signed by the applicant and the property owner and/or their assigned representatives.
- All required plans in detail as described in this application form, and
- A metes and bounds legal description of the property.
- The appropriate filing fee.

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APPLICANT INFORMATION

1. **NAME:**   _____

2. **ADDRESS:** _____

    _____**ZIP**_____

    PHONE: _____

3. **FIRM:**   _____

    _____

4. **OWNER OF PROPERTY AND ADDRESS IF DIFFERENT FROM APPLICANT:**

    _____

    _____

5. **REPRESENTATIVE (if any) TO WHOM CORRESPONDENCE SHOULD BE DIRECTED:**

    NAME: _____

    FIRM: _____

    ADDRESS:_____

    PHONE: _____**FAX:** _____

    EMAIL: _____

DESCRIPTION OF PROPERTY

6. **GENERAL LOCATION OR ADDRESS:** _____

7. **LAND AREA (in sq. ft. or acres):**   _____

ZONING

8. EXISTING ZONING: _____

9. PROPOSED ZONING: _____

10. WHAT IS PLANNED FOR PROPERTY AFTER REZONING:

_____

_____

_____

**PLANS
REQUIRED
FOR
APPLICATION**

11. **FOR ZONING CHANGES AND/OR PLANNED DEVELOPMENT DISTRICTS:**
    Eighteen (18) copies of the proposed site plan, landscaping plan, floor plans and elevations.

12. **FOR SPECIAL USE PERMITS (S.U.P.):** Eighteen (18) copies o f the proposed site plan, landscaping plan, floor plan, and elevations:

13. **FOR VARIANCES:** Eighteen (18) copies of the appropriate plan indicating the exact nature of the variance.

14. ****** ALL REQUIRED PLANS MUST BE SUBMITTED AT TIME OF APPLICATION.
    8 ½ " x 11" REDUCTIONS OF EACH SHEET MUST ALSO BE SUBMITTED.**

FEES

15. **THE APPROPRIATE FEE MUST ACCOMPANY THE APPLICATION.**

ZONING:
Less than one acre………………………………………………………………$150.00
One acre but less than five acres……………………………………………$300.00
Five acres or more…………………………………………………………… $500.00

SPECIAL USE PERMIT……………………………………………………$ 425.00
VARIANCE……………………………………………………………………$ 50.00

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE.

**SIGNATURE
OF PROPERTY
OWNER AND
APPLICANT**

_____
(Signature)   APPLICANT

_____
(Signature)   PROPERTY OWNER

PAID
DATE_____ CK#_____
RECEIPT #_____

R/TownHall/Forms